

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES OF MAY 01, 2017

The May 01, 2017 Regular Business Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:00 pm. Supervisors present included: James W. Oram, Jr.; Chairman; Marc J. Heppe, Vice Chairman; Betsy Fadem; Fred Pioggia; and Christopher D. Polites. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP; Assistant Township Manager and Director of Planning and Zoning; Dave Obzud, Police Chief; Don Curley, PE, AICP; Kate Jones, Administrative Coordinator; and Andrew D.H. Rau, Esq., Township Solicitor.

PLEDGE OF ALLEGIANCE

EASTTOWN NEIGHBORHOOD WATCH AWARD CEREMONY

Neighborhood Watch Officers Jim Claffey (President), Elaine Matt (Vice President/Secretary), and Ed Ebert (Treasurer) presented resident Eric Burns with its annual Citizens Involvement Award.

On the morning of December 22, 2016, at approximately 5:45 am, Mr. Burns was walking his dog, Corrie, when she picked up a scent and low murmur and bolted into the woods. Mrs. Burns followed and discovered a young lady having a medical emergency, crying for help in a low voice. The young lady needed immediate attention. Mr. Burns left Corrie with the young lady and ran home to call the police and ambulance. He returned to direct medical personnel to her location. Thanks to Corrie and the quick actions of Mr. Burns, the young lady was taken to a local hospital, treated, and eventually released after full recovery.

MINUTES

Chairman Oram opened the floor to the public and there were no comments.

On a motion by Mrs. Fadem, and seconded by Mr. Heppe, the minutes of the regular business meeting of April 17, 2017 were unanimously approved.

ANNOUNCEMENTS

Chairman Oram announced that the Board met in executive session prior to this meeting to discuss matters of personal and litigation and would meet after the meeting to continue those discussions.

State Representative Duane Milne will hold a shredding, recycling, and drug take-back event on Saturday, May 06, 9 am to noon, at Penn State Great Valley in Malvern. Please visit www.easttown.org for full details.

The following public meetings will be held at the Township Building unless otherwise stated:

- Planning Commission on Tuesday, May 02, 7 pm (6:30 pm Workshop) at Hilltop House

- Easttown Citizens Advisory Committee on Monday, May 08, 6:15 pm
- Municipal Authority on Tuesday, May 09, 7 pm
- Historical Commission on Wednesday, May 10, 7 pm at Easttown Library
- Policy Committee on Monday, May 15, 5:30 pm
- Next Board of Supervisors meeting on Monday, May 15, 7 pm

LIST OF BILLS

Mrs. Fadem requested information regarding the comprehensive benefits that come when the Township pays dues to become members of organizations, such as the Chester County Association of Township Officials (CCATO). Specifically, she asked Mr. Fox for a CCATO contact for fire funding issues.

Chairman Oram opened the floor to the public and there were no comments.

On a motion by Mrs. Fadem, and seconded by Mr. Polites, the Board unanimously approved the payment of \$535,662.23; a total of Warrants (\$416,976.12) and Payroll (\$118,686.11), date ending April 26, 2017.

CHAIRMAN'S INITIATIVES

The Board provided updates for the following, if available:

1. *Continue to focus on communication with residents and stay abreast of the latest technological platforms for communication and increase presences at Township events – Mr. Heppe and Mr. Pioggia.* Mr. Heppe stated that he will attend the Berwyn Victory 5K Run on Saturday, May 20, the Township's July 4th Parade and Picnic on Tuesday, July 04, and an upcoming Berwyn Fire Company Banquet. In addition, Mr. Pioggia provided an update on content for the upcoming quarterly magazine and stated that he attended the Pennsylvania State Association of Township Supervisors with Mrs. Fadem, Mr. Briggs, and Mr. Curley.
2. *Resolve short-term space building space issues, especially as it pertains to the needs of the Police Department – Mr. Oram and Mr. Pioggia.* No update.
3. *Document Township policies and procedures, including but not limited to the Supervisor Discretionary Fund, appointments to Boards and Commissions, and governance issues – Mr. Oram and Mrs. Fadem.* Mrs. Fadem stated that the Policy Committee is in final stages of the development of an appointment policy. This draft policy is tentatively on the May 15, 2017 Board of Supervisors agenda for consideration. Additionally, the Committee is drafting a policy for the current Supervisor Discretionary account. One consideration is changing the name of the account and therefore the policy to better capture for what the account is designed.
4. *Explore options with the Tredyffrin-Easttown School District regarding the need for parking at Easttown Library – Mrs. Fadem and Mr. Polites.* Mrs. Fadem, Mr. Polites, and Library and Township Staff met in late March to determine the following steps: 1) Proceed with the paving in the back

easement area of the lot where there had been a tree on a grassy area. This will be a net gain of six paved spots. And 2) Before entering into any further agreement with the Tredyffrin-Easttown School District, it was determined that the Township needs to complete a parking study of the Library facility so that the current and long term parking needs are quantified.

5. *Continue to explore Hilltop House as a performing financial asset for the Township – Mr. Polites and Mr. Pioggia.* No update.
6. *Work towards a sustainable funding solution for the Fire Companies with the TE Fire Companies Funding Coalition – Mrs. Fadem and Mr. Heppe.* The next sub group meeting will take place on May 12, 2017 and the next full Task Force will meet in early June. Mrs. Fadem added that she attended the annual Pennsylvania State Association of Township Supervisors and learned at a session concerning EMS funding that there is a push to get the Medicaid cap for reimbursement raised during his year's State budget cycle. The State Ambulance Association may contact the Township and ask for assistance with a petition to do so.
7. *Work with the Planning Commission to complete a sidewalk plan for the Township – Mrs. Fadem.* Mrs. Fadem stated that this initiative is currently in progress as part of the Comprehensive Plan Task and its scope will be to document the sidewalk fund and process.
8. *Spend time with employees of the Township to get reoriented with their duties - Mr. Heppe.* No update.
9. *Work with Planning Commission and Staff to redefine the Township ordinance regarding fencing and signage - Mr. Heppe.* Mr. Heppe stated a draft ordinance regarding fencing and signage regulations will go before the Planning Commission for review on May 02, 2017.
10. *Modernize the Township in ways that can reduce its expenses, such as through LED lighting for street lights – Mr. Pioggia.* Mr. Pioggia announced that he continues to work with Mr. Curley on reducing costs on pump station maintenance.

Chairman Oram opened the floor to the public and there were no comments.

DEPARTMENTAL REPORTS

Mr. Fox updated the Board on administrative matters including the recently completed Township and Municipal Authority audits. Chief Obzud provided an update on Police Department matters, including a legal matter pertaining to permitted handicap on-street parking. Mr. Curley updated the Board on Public Works matters.

Chairman Oram opened the floor to the public and there were no comments.

NEW BUSINESS

Emergency Operations Plan

Mr. Fox introduced the Board to this item. The Easttown Township Emergency Operations Plan (Plan) has been submitted for review and adoption by appointed Emergency Management Coordinator Rob Schnorr. A summary of the changes from the 2012 Plan are as follows:

1. Updated dates to 2017 on Title and Promulgation pages
2. Updated personnel on Promulgation page and Distribution list
3. Confirmed population on page 1 - census.gov projection
4. Confirmed Action Plans in Appendix C

This Plan has been reviewed and is found to be satisfactory by the County and both Fire Companies.

Chairman Oram opened the floor to the public and there were no comments.

On a motion by Mr. Heppe, seconded by Mr. Polites, the Board unanimously adopted the Easttown Township Emergency Operations Plan, amended April 2017. This approval of the Emergency Operations Plan will be referenced as Resolution 2017-10, and the "Promulgation" signature page in contained in the Emergency Operations Plan, once executed, shall also be placed in the Township Resolution book as Resolution 2017-10.

MS4 Compliance

Mr. Curley introduced the Board to this item. The Clean Water Act triggers a series of requirements that provide the obligation of local governments to acquire a permit to discharge storm water through the Municipal Separate Storm Sewer System (MS4) program. Traditionally, the program has been predominately administrative. However, the requirements have increased for local government. The most recent permit (2013 to 2018) included an additional level of effort to map and inspect all outfalls. Additionally, the Pennsylvania Department of Environmental Protection (PADEP) established pollutant reduction requirements for the next permit cycle (2018 to 2023).

The Township's immediate requirements are twofold:

First, the Township must complete the Year 5 Annual Report (Due September 2017). The permit requires that the Township complete annual reports in Year 1, Year 3, and Year 5 of the current permit cycle. The Township completed and submitted the Year 1 and Year 3 reports. These reports consist largely of: 1) A narrative that described compliance with the six minimum controls identified in the permit. 2) Maps that locate and describe the storm water outfalls in the Township.

Second, the Township must complete the Permit Application for Next Cycle (Due September 2017). The application also divides into two categories: 1) A narrative that defines the continued compliance with the minimum control measures and 2) A Pollution Reduction Plan (PRP) that outlines the numeric reduction required by the next permit cycle.

In summary, the immediate MS4 permit requirements involve submitting a Year 5 Annual Report and an Application for coverage for the next permit cycle. The report and the application involve (among other things) a combination of narrative, mapping, inventory, inspection, and pollutant reductions. Some of these requirements are straightforward and not burdensome. Other requirements are complex and expensive. The Township must complete these items by September 2017.

Chairman Oram opened the floor to the public and there were no comments.

OLD BUSINESS

Chairman Oram opened the floor to the public and there were no comments.

PUBLIC FORUM

Chairman Oram opened the floor to the public and there were no comments.

ADJOURNMENT

The meeting adjourned 7:58 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary